

Job Title:	Tractor Operator
Job Description Number:	720
Department/Division:	Public Works/Solid Waste
Exemption Status:	Non-Exempt
Pay Grade:	208
Immediate Supervisor:	Solid Waste Supervisor
Normal Work Schedule:	Mon-Thurs, 10 hours/day

Brief Description of the Job:

Operate a variety of heavy equipment to collect and dispose of residential and commercial solid waste at the landfill. Drive and operate a 4 in 1 front-end tractor loader to collect and dispose of yard debris. Coordinate and lead the work of professional work crews. Have knowledge of all city streets and routes patterns. Assist other employees and departments. Other assigned duties.

Essential Functions:

Rear Loader/Tractor Operator (100%): Drive. Operate Joystick Control Device. Step up and down. Load debris onto a flatbed truck or tractor trailer. Rake. Traffic Control Measures. Communicate through a two-way radio.

Other duties and responsibilities as assigned.

Physical Demands

Overall Strength Demands: Light strength demands include exerting up to 20 pounds occasionally, 10 pounds frequently, or negligible amounts constantly AND/OR walking or standing to a significant degree.

Physical Demands: Continuously requires fine dexterity, sitting, reaching, vision, foot controls, hearing, twisting, and talking. Frequently requires handling. Occasionally requires standing, walking, lifting, carrying, kneeling, climbing, balancing, bending, and crouching. Rarely requires crawling and pushing/pulling.

Machines, Tools, Equipment, and Work Aids: Rake, two-way radio system, and maps.

Computer Equipment and Software: None.

Working Conditions

Overall Working Conditions: Disagreeable: Frequent exposure to unpleasant environmental conditions and/or hazards.

Environmental Factors: Daily exposure to extreme temperature, wetness and/or humidity, and noise and vibration. Weekly exposure to respiratory hazards.

Health and Safety: Frequent exposure to electrical hazards. Occasional exposure to mechanical hazards. Rare exposure to chemical hazards, fire hazards, and physical danger or abuse.

Primary Work Location: Vehicle.

Protective Equipment Required: Steel-toed shoes, safety glasses, gloves, and reflective vest.

Non-Physical Demands

Frequently requires time pressures, working closely with others as part of a team, and noisy/distracting environment. Occasionally requires emergency situations and irregular schedule/overtime. Rarely requires frequent change of tasks, performing multiple tasks simultaneously, and tedious or exacting work.

Job Requirements

Formal Education: High school diploma or equivalent (G.E.D.) plus six months to one year of advanced study or training in equipment operating are required.

Experience: Over one year of experience in operating heavy equipment is required.

Driver's License Required: A valid Class B South Carolina CDL is required.

Certifications and Other Requirements: DOT Medical Card.

Job Demands

Reading: Basic Level: Ability to read basic communication using common two or three syllable words.

Math: Basic Level: Ability to perform the four basic arithmetic operations (addition, subtraction, multiplication, division).

Writing: Basic Level: Ability to write simple sentences containing subject, verb, and object, and/or series of numbers, names, and addresses.

Human Collaboration Skills: Work may require providing basic information to others outside direct reporting relationships on procedures or general policies. Contact may require the consideration of different points of view to reach understanding and gain cooperation and acceptance of ideas. Work has a moderate impact on the organization. External contacts include general public and Twin Chimney Landfill. Internal contacts include Fleet Services and Public Works Dispatch.

Management and Supervision: Work requires functioning as a lead worker performing essentially the same work as those directed, and includes overseeing work quality, training, instructing, and scheduling. Semi-complex scope of supervision.

Technical Skill: Basic skill: Work requires the use of standard technical skills appropriate to the work environment of the organization. Advanced application: Work affects accuracy of multiple projects.

Freedom to Act and Impact of Action

Receives Direction: The employee normally performs the duty assignment after receiving general instructions as to methods, procedures, and desired end results. There is some opportunity for discretion when making selections among a few, easily identifiable choices. The assignment is usually reviewed upon completion. Moderate impact of action: Moderate benefits or costs in time, money, or public/employee relations.

Disclaimer

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.